



INDIANA *for* COMMISSION  
HIGHER EDUCATION

TO: Indiana Higher Education Financial Aid Offices  
FROM: Mary Jane Michalak, Associate Commissioner *umjm*  
RE: 2013 Summer Aid Implementation  
DATE: March 25, 2013

Indiana Code 21-12-13-4 provides a grant or reduction in tuition and fees for applicable Division of Student Financial Aid (SFA) programs for up to the equivalent of two (2) regular semesters of courses taken during the summer semester.

Funds to be utilized for the 2013 summer award period will come from dollars remaining in the 2012-2013 fiscal year allocation after the final reconciliation of spring awards. SFA has determined funding for summer sessions **may only** be available for the following programs:

- 1) Minority Teacher/Special Services Scholarship
- 2) Part-Time Grant
- 3) Child of Veteran and Public Safety Officer (CVO)

Based on the information SFA received from schools and the fund balances as of March 20, \$16,200 Part-Time Grant funds and \$20,900 Minority Teacher/Special Services Scholarship funds are available for reallocation to schools that requested additional funds. (No funds are available to reallocate for the Nursing Scholarship.)

Summer funding for the CVO programs historically has been available and is reconciled from the following year's budget. All summer CVO program billing from public colleges must be completed between Friday, July 5, 2013 and Wednesday, October 2, 2013.

#### Summer Aid Guidelines

- The **2012-2013** Free Application for Federal Student Aid (FAFSA) will be the only accepted version of the FAFSA for calculating a student's summer aid eligibility.
- For summer 2013, the school need only be listed on the student's FAFSA, and not necessarily as the first college choice, for summer reconciliation and billing. This will not create rejections as experienced in previous processing cycles.
- Before May 31, 2013, the 2012-2013 FAFSA must be clean of any edits, verification complete and awards claimed.
- 2012-2013 tuition caps and 2012-2013 previously approved tuition and fee rates will be the maximum amount schools can utilize for calculating a student's summer aid eligibility. If a school has reduced its summer tuition and fees for summer 2013, the school also must claim the calculated reduced summer amount from SFA.
- Schools may bill for summer funds between **May 17, 2013** and **May 31, 2013**. SFA will process awards twice a week during this timeframe.
- Funds claimed prior to enrollment census/refund period will need to be refunded to SFA if enrollment for dollars claimed is not met.

- Billed award claims:
  - Semester schools – may bill for summer sessions for a maximum of two full-time summer semesters (or equivalency)
  - Trimester schools – may bill for summer sessions for a maximum of two full-time trimesters (or equivalency)
  - Quarter schools – may bill for summer sessions for a maximum of two full-time summer quarters (or equivalency)
- Utilization of funds may be tracked for those colleges who have billed SFA for the summer session in xGrads and eStudent:
  - Schools can track summer aid claims and payments via xGrads.
  - Students can track summer aid claims via the “Award History” tab in eStudent.

#### **Minority Teacher/Special Services Scholarship**

- The online application will remain available to students.
- Schools will select scholarship recipients and claim amounts based on the same scholarship guidelines utilized during non-summer terms.
- Schools that requested to hold funds for summer may do so. Those schools that requested additional funds will receive an additional allocation based on their enrollment of minorities. Please see attached spreadsheet for approved hold and new allocation amounts.
- Schools will follow normal procedures for claiming awards via xGrads or FRBI files.

#### **Nursing Scholarship**

- The online application will remain available to students.
- Schools will select scholarship recipients and claim amounts based on the same scholarship guidelines utilized during non-summer terms.
- Schools that requested to hold funds for summer may do so. Please see attached spreadsheet for approved hold amounts. **There will be no additional fund allocations for the nursing scholarship at this time.**

#### **Part-Time Grant**

- For Part-Time Grant consideration, students must take between 2 and 11 credit hours.
- Schools that requested to hold funds for summer may do so. Those schools that requested additional funds will receive an additional allocation. Please see attached spreadsheet for approved hold and new allocation amounts.
- Schools may claim Part-Time Grant awards via xGrads or an “A” record in a RECN file.

Schools with questions on this topic should contact the SFA Awards Division at 1-888-528-4719 or via email at [CollegeFA@che.in.gov](mailto:CollegeFA@che.in.gov).

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